

GREEN COUNTY HUMAN SERVICES BOARD MINUTES January 14, 2019

Members Present: Jerry Guth, Herb Hanson, Sandy Horn, Anita Huffman and Kate Maresch.

Members Excused: Mike Furgal, Beth Luchsinger, Russ Torkelson and Emily Zarling.

Non Members Present: Daniel Williams, Teresa Withee, Lori Brown, Dee Jaye Miles, Kelly Damron, Tracey Chugg, Mary Miller, Anna Spurlock, Mickey Rockey and Heather Biggin.

Call to Order: Hanson called the meeting to order at 2:00 pm.

Approval of December 10, 2019 minutes---Action*

- Huffman motioned to approve the minutes, seconded by Horn, carried with a unanimous vote. Guth requested that Williams explain in more detail the contracts for the CCS Therapists. Williams responded to Guth's request.

Committee Reports:

a. Audit Committee – December 2019---Action*

Guth motioned to approve the audit minutes as presented, seconded by Horn, carried with a unanimous vote.

b. Aging & Disability Advisory Committee --- Information

Huffman reported on the meeting. She reported that the Nutrition program, Organizational Effectiveness workgroups, ADRC Student were the topics that were discussed.

c. Regional ADRC Governing Board --- Information

There was no one available to report.

d. SWCAP Board of Directors --- Information

There was no one available to report.

Children, Youth and Families Update-Information

- Miles shared information about a former CYF client who had aged out-of-care and was now working with Community Support Program (CSP). Miles spoke about how this client was doing well in the community and had been selected to have a vehicle donated to them by an area business. Damron and Chug spoke about this client's past struggles and progress, how they are doing much better today, and their experience with acceptance of the donated vehicle. Rockey and Biggin spoke about this client's progress in the CSP unit.

Birth – 3 Grant - Action*

- Miller introduced her staff member Spurlock, who gave the board members an overview of the Birth - 3 Grant. Maresch motioned to approve applying for the grant, seconded by Huffman, carried with a unanimous vote.

Nutrition Program Changes - Information*

- Williams said we will uphold the termination of the New Glarus contract and we are currently using our contract with Pleasant View to provide meals for the congregate and home deliveries in the New Glarus area. Williams said they looking at options for the future of congregate and home delivered meals in the New Glarus area.

Contract Approvals:

- a. Contract(s) over \$5,000 and less than \$75,000 – Action
Williams gave the board members a handout with the listed contracts within these amounts. The board reviewed the handout and Williams spoke about some details of the contracts. Guth motioned to approve the contracts, seconded by Maresch, carried with unanimous vote.
- b. 2020 Purchase of Service Contracts \geq \$75,000 - Action
Williams gave the board members a handout with the listed contracts within these amounts. The board reviewed the handout and Williams spoke about the details of the contracts. Guth motioned to approve the contracts, seconded by Maresch, carried with unanimous vote.

Human Services Billing – Information and Possible Action

- Williams gave the board members a handout which outlined the concerns regarding billing. The handout gave details of the past, current and future progress on Human Services billing. Williams recommended hiring a fulltime Billing Specialist that would allow the agency to maximize its funding sources thru billing.

Training request(s)---Action*

- The board reviewed the training requests. Horn motioned to approve the trainings as presented, seconded by Huffman, carried with a unanimous vote.

Personnel Updates – Action*

- New employee(s)
Jamie Henningsen is the new Receptionist, Kimber Blum is the new CYF Supervisor, Julie Lenzendorf is the AODA Counselor and Shelby Puppe is the new CCS Facilitator.
- Resignations and exit reviews
Amber Mall resigned as the AODA Counselor and Ashlee Glowacki resigned as the CCS Facilitator. Reviewed Glowacki's exit interview.

Director's Report---Information

- Williams reported on the agency newsletter, agency food drive, Kronos and reported on how Federal policy changes could affect Green County residents.

Next meeting Date & Time

- February 11, 2020 at 2 p.m.

Public Comments (limited to 5 minutes each)

- None

Adjourn

- Horn motioned to adjourn, seconded by Maresch, carried with a unanimous vote.

Minutes submitted by:
Lori V. Brown
Business Manager